

Nesmith Library Board of Trustees

Meeting Minutes

Tuesday, October 13, 2026

Nesmith Library, 7:00 pm

Present

Trustees: Beth Talbott (Chair), Stephanie Lohret (Treasurer), Natalie Grace (Assistant Treasurer), Robin Bostic (Recording Secretary), Mike Knott (Member at Large). Patty Doyle (Corresponding Secretary)

Director: Erin Matlin

Assistant Director: Karen Burbank

Absent: DJ Withee was absent.

Call to Order:

The meeting was called to order at 7:04 pm.

Mission Statement:

Beth Talbott read the mission statement.

Approval of Meeting Minutes:

The June and September meeting notes were not reviewed or approved during the October meeting.

Acceptance of New Gifts:

- A \$50 anonymous donation was received. Patty Doyle made the motion to accept the donation. Mike Knott seconded the motion. Vote passed 6-0

Review of Correspondence:

- There was no new correspondence.

Strawberry Festival / FLOW: All meetings will be virtual.

- The Director covered the October meeting. Bash Grace is the new treasurer and Jamie Baker is the new web master for FLOW.. The Strawberry Festival is May 22, 2026. Book marks for book sale in November have been made to promote the event.
- Patty Doyle will participate in the November Meeting.

Director's Report Summary:

2026 September Circulation

Period	Items Loaned	People Counter
September 2026	8,922	4,960
September 2025	14,943	5,523
September 2024	15,879	4,878

Due to extending the book loan period to three weeks the items loan numbers have decreased.

Building and Property Maintenance:

- Shrub removal has been scheduled for October 13, 2026..

Technology:

- There were no updates to technology.

Treasurer's Report:

The library remains in compliance with RSA 32:7. 76.7 percent of the year has passed, and 70 percent of the budget has been spent.

New Business:

- Budget Update and Timeline - There were some questions about the accuracy of formulas for salary calculation which were corrected. The total proposed budget was reduced to 4% increase year over year. The next budget hearing with BOS is 10/19/2026 location to be determined starting at 7:00 pm. The Director reviewed her presentation with the Board. The Deliberative Session will be held January 30, 2027.
- Holiday Schedules for 2026-2027 is the same as last year with the exception of Christmas and New Years Day being observed the Friday before. A motion was made to accept the

calendar by Robin Bostic and approved the 2026-2027 calendar and Stephanie Louhret seconded the motion. The vote passed 6-0.

- Beth Talbott Trustee will be moving from Windham in November and plans to depart by December. Beth will notify the board when she will resign at that meeting.
- Sarah Hoffschwelle is the candidate for part time Children's Library Assistant at a pay grade 10 step 1. A motion was made to accept Sarah Hoffschwelle as the part time assistant children's library assistant at a pay grade 10 -Step 1. Mike Knotts made the motion and it was seconded by Patty Doyle. The vote passed 6-0

Old Business:

- Annual Report - Due January 11, 2027

A motion was made by Patty Doyle and seconded by Stephenanie Louhret to extend the meeting. The vote was passed 6-0.

Public Comment:

Members of the public may be recognized for comments during this time. The Chair reserves the right to limit comments, pending timing and public attendance. Megan Wilcox was introduced as a potential interim candidate.

Announcements:

The next meeting is Tuesday, November 10, 2026, at 7:00 pm.

Adjournment:

Mike Knott made a motion to adjourn and Stephanie Lohret seconded.. The vote passed 6-0. The meeting adjourned at 8:27 pm.

Respectfully submitted,

Robin Bostic, Recording Secretary

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